

City of Detroit

CITY COUNCIL

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ANNE MARIE LANGAN
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TO: Daniel A. Baxter, Director
Election Commission

FROM: Irvin Corley, Jr., Fiscal Analysis Director

DATE: April 30, 2008

RE: 2008-2009 Budget Analysis

24.

Attached is our budget analysis regarding your department's budget for the upcoming 2008-2009 Fiscal Year.

Please be prepared to respond to the issues/questions raised in our analysis during your scheduled hearing on **Tuesday, May 6, 2008 at 3:00 p.m.** We would then appreciate a written response to the issues/questions at your earliest convenience subsequent to your budget hearing. Please forward a copy of your responses to the Councilmembers and the City Clerk's Office.

Please contact us if you have any questions regarding our budget analysis.

Thank you for your cooperation in this matter.

IC:ss

Attachment

cc: Councilmembers
Council Divisions
Auditor General's Office
Norman White, Chief Financial Officer
Pamela Scales, Budget Department Director
Alia Moss, Budget Department Team Leader
Kerwin Wimberly, Mayor's Office

Department of Elections (71)

FY 2008-2009 Budget Analysis by the Fiscal Analysis Division

Summary

The Department of Elections is a General Fund Agency charged with conducting all local, county, state, federal, and Citizen's Council Elections, as well as providing voter registration to all eligible residents of the City of Detroit.

The recommended 2008-2009 budgeted appropriations for this department total \$9.7 million, which represents a \$1.6 million (13.9%) decrease over the current fiscal year budget. The budgeted net tax cost for fiscal year 2008-2009 is \$9.7 million, \$46,000 more than the fiscal year's 2007-2008 budget.

2007-2008 Surplus/Deficit

The administration anticipates an overall surplus of \$277,356 for the Department of Elections for fiscal year 2008-2009. This surplus is a result of savings on supplies offset by overtime expenditures.

Overtime

The Mayor's proposed Budget for fiscal 2008-2009 includes \$261,485 for overtime in the Department of Elections. This is a increase of \$16,785 or 6.9% from the \$244,700 that was budgeted for fiscal year 2007-2008. As of March 31, 2008, the actual overtime cost is \$509,111, which is \$264,411 over the budgeted overtime for fiscal year 2007-2008.

Personnel and Turnover Savings

There is no turnover savings identified in the department in fiscal year 2008-2009.

<u>Appropriation/Program</u>	<u>Redbook Positions FY 2007-08</u>	<u>Filled Positions 3/31/2008</u>	<u>Mayor's Budget Positions FY 2008-09</u>	<u>Over/(Under) Actual to 07/08 Budget</u>	<u>Mayor's Recommended Turnover</u>	
Election Commission (71):						
710010 Administration	8	8	8	0	\$	-
710011 Computer Systems Support	6	6	5	0	\$	-
710012 Registration	39	28	39	(11)	\$	-
710014 Tech. Svc. & Equip. Support	4	3	4	(1)	\$	-
710016 Training	9	10	10	1	\$	-
710028 Tech. Service & Supply Support	6	6	6	0	\$	-
00181 Conduct of Elections	72	71	72	(1)	\$	-
71XXXX Leave of Absence	0	(1)	0	(1)	\$	-

71XXXX Unmatched Positions	<u>0</u>	<u>1</u>	<u>0</u>	<u>1</u>	\$ <u> </u> -
TOTAL	<u>72</u>	<u>71</u>	<u>72</u>	<u>(1)</u>	\$ <u> </u> -

Significant Changes in Funding by Appropriation

<u>Appro.</u>	<u>Program</u>	
00181	Conducting of Elections	The mayor recommends a total decrease of \$1,541,192 from the 2007-2008 budgeted amount for this appropriation which reflects that there is no presidential primary scheduled in fiscal year 2008-2009.

Elections (71)

Budgeted Professional and	FY 2007-08	FY 2008-09	Increase
<u>Contractual Services by Activity</u>	<u>Budget</u>	<u>Recommended</u>	<u>(Decrease)</u>
Conduct of Elections	\$ 4,719,592	\$ 3,530,350	\$(1,189,242)
Total	<u>\$ 4,719,592</u>	<u>\$ 3,530,350</u>	<u>\$(1,189,242)</u>

Significant Revenue Changes by Appropriation

<u>Appro.</u>	<u>Program</u>	
00181	Conducting of Elections	Revenue in this appropriation shows a drastic decrease, for fiscal 2008-2009, from the \$1,597,120 that was budgeted in 2007-2008. In fiscal year 2007-2008, the State of Michigan had agreed to reimburse the City for the cost of the presidential primary. The Mayor is projecting \$10,000 in revenues for fiscal year 2008-2009 from sales,

<u>Appro.</u>	<u>Program</u>	
11180	Voter Education Donations	The Mayor recommends \$5,200 for fiscal year 2008-2009. This is a (\$24,800) decrease from the 2007-2008 Budget.

Issues and Questions

1. Has the department developed a contingency plan for a special election in case one needs to be held during the 2008-2009 fiscal year?
2. What steps have been taken to acquire funding for Voter Outreach/Education programs, which is one of the department's goals?
3. Two major initiatives for fiscal year 2008-2009 are to implement a computerized inventory tracking system for capital assets and to create an

electronic imaging storage system for old voter registration files. What is the cost of each program and will it require the use of outside vendors?

4. Why are you anticipating a need for 800 more election workers compared to 2007-2008 and 400 more than actually used in 2005-2006?
5. Why did the department spend \$509,100 on overtime as of March 31st, which is already approximately \$245,000 over budgeted levels?